



<div>  <div> Chesterfield County Department of Planning THE MAXIMUM FEE CHARGED ON ANY PLANNING APPLICATION SHALL NOT EXCEED \$50,000 (Does not include Subdivision/EE application fees) Fee Schedule (Amended by the Board of Supervisors 6/28/12) </div> </div>		Application Fee	Enterprise Zone Fee Exemption Eligibility*
Amendments			
Amend Condition(s) of Zoning (including conditions of rezoning, conditional use, conditional use planned development, substantial accord, or textual statement)	\$	1,500	O,I,C Uses
Amend conditions of Special Exception	\$	300	n/a
Appeals			
Administrative decisions, appeal to Board of Zoning Appeals (Sect. 19-21)	\$	500	n/a
Appeal of Decision of Director of Planning to Planning Commission	\$	500	n/a
Administrative subdivision decision, appeal to Planning Commission	\$	400	n/a
Building Permit Review (Planning Dept. fee only -- does not include Building Inspection Dept. permit fees)			
New single family dwelling / each unit of a new two-family dwelling	\$	25	n/a
Temporary Health Care Unit	\$	100	n/a
Conditional Uses			
Family day-care homes	\$	300	n/a
Any use incidental to a principal dwelling unit except family day care homes	\$	300	n/a
Recreational facilities and grounds primarily serving surrounding residential community	\$	300	n/a
Communication towers, landfills, quarries, mines, borrow pits and adult businesses	\$	5,300	n/a
plus per acre after first acre	\$	60	
Electronic Message Center (EMC) signs	\$	1,500	n/a
plus per acre after first acre	\$	100	
Conditional Use, all others	\$	900	
plus per acre after first acre	\$	60	O,I,C Uses
Conditional Use Planned Development (CUPD)			
Conditional Use Planned Development	\$	900	
plus per acre after first acre	\$	60	O,I,C Uses
Deferral Requests by the applicant, per request			
Planning Commission and Board of Supervisors	\$	1,000	
Board of Zoning Appeals case deferral requests	\$	200	O,I,C Uses
Manufactured / Mobile Home Permits			
New or Renewal	\$	200	n/a
Resource Protection Area Exceptions			
One lot/parcel used for a single-family dwelling and accessory uses	\$	300	n/a
All other exceptions, per Section 19-235(b)(2)	\$	1,500	n/a
Rezoning			
Rezoning/or with Conditional Use/ or with Conditional Use Planned Development	\$	900	
plus per acre after first acre	\$	60	O,I,C, Uses
Sign Permit Review			
Temporary signs as permitted in Section 19-631 through Section 19-650	\$	100	O,I,C Uses
All other signs for which building permits are required	\$	130	O,I,C Uses
Site Plan			
Site plan, overall development plan and schematic plan reviews:			
original submittal (including up to two resubmittals)	\$	900	
plus per acre after first acre	\$	60	O,I,C Uses
third and subsequent resubmittals, per submittal	\$	250	O,I,C Uses
Adjustment to approved site plan or amendment to approved schematic plan, per submittal or resubmittal	\$	500	O,I,C Uses
Appeal of decision of Director of Planning to Planning Commission	\$	500	O,I,C Uses

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Erosion and sediment control (Environmental Engineering fees)			-	
	Land disturbance less than 10,000 square feet	\$	100	O,I,C Uses
	Land disturbance 10,000 square feet or larger	\$	1,360	
	plus per disturbed acre or lot	\$	60	O,I,C Uses
Transfer to electronic format per Section 19-264(f)			\$ 130	n/a
Special Exceptions				
Temporary manufactured home (includes 'new' and 'renewal')			\$ 300	n/a
Special exceptions, all others			\$ 300	n/a
Amend conditions of Special Exception			\$ 300	n/a
Subdivision				
Alternatives to chapter per section 17-8 (plus applicable plat review fee)			\$ 700	n/a
Appeal administrative subdivision decision			\$ 400	n/a
Deferral request (each) by applicant for planning commission consideration			-	
	40 or fewer days	\$	250	n/a
	More than 40 days	\$	150	n/a
Final check plats			\$ 1,100	n/a
	plus, per lot	\$	20	n/a
Amended plat			\$ 900	n/a
	plus, per lot	\$	20	n/a
Resubdivision plat			\$ 900	n/a
	plus, per lot	\$	20	n/a
Minor subdivision plat review			\$ 400	n/a
Onsite sewage disposal system soils analysis review (per lot/parcel)			\$ 155	n/a
Parcel line modification (per parcel)			\$ 50	n/a
Record plat - per sheet (separate check payable to: Clerk of Circuit Court)			\$ 20	n/a
Residential parcel subdivision (per parcel)			\$ 60	n/a
Tentative subdivision plats (including up to two resubmittals)			\$ 800	n/a
	plus, per lot	\$	30	n/a
Adjusted plat (for previously approved tentative plat)			\$ 800	n/a
	plus, per lot	\$	30	n/a
Renewal of previously approved tentative plat			\$ 800	n/a
	plus, per lot	\$	30	n/a
Substitute to approved tentative plat, per submittal			\$ 100	n/a
Third and subsequent submittal, per submittal			\$ 700	n/a
Townhouse plan transfer to electronic format per Sec. 17-32(d)			\$ 80	n/a
Written verification of subdivision or written subdivision interpretation			\$ 75	n/a
Substantial Accord Determinations				
Substantial Accord Determinations (excluding communication towers)			\$ 900	O,I,C Uses
	plus per acre after first acre	\$	60	
Substantial Accord Determinations (including communications towers)			\$ 5,300	O,I,C Uses
	plus per acre after first acre	\$	60	
Variances				
Administrative			\$ 300	n/a
All Other Variances			\$ 300	n/a
Miscellaneous				
Verification of non-conforming use (written)			\$ 100	n/a
Zoning certificate			\$ 100	n/a
Zoning interpretation (written)			\$ 100	n/a



Chesterfield County Department of Planning

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EXCEED \$50,000 (Does not include Subdivision/EE application fees)

Fee Schedule

(Amended by the Board of Supervisors 6/28/12)

Application Fee

Enterprise Zone Fee Exemption
Eligibility*

* Enterprise zone or subzone fee exemptions

For any office, commercial or industrial use within an enterprise zone or subzone designated by the Commonwealth of Virginia, no application fee shall be required for the following actions, provided the Director of Planning determines that the request is in compliance with the comprehensive plan:

- a. Amend a condition of zoning
- b. Conditional use or planned development
- c. Deferral
- d. Rezoning
- e. Site plan review, resubmittal of site plan, or adjustment to an approved site plan
- f. Substantial accord determination

This exemption shall continue for the life of the enterprise zone or subzone. For any application containing a mix of residential and non-residential uses, the fee shall be based upon the residential uses category.

Refund of Planning Fees

For applications normally involving a pre-application conference, if no pre-application conference was held, no refund will be given. For all other requests, if the withdrawal request is made within ten (10) calendar days of the receipt of the application, 100% of the fee will be refunded to the applicant. This 10 day count will be stopped if the applicant advises the Director of Planning in writing that the request is not to be processed for a specific period of time. The 10 day count will be continued upon the expiration of the requested time period. For example, if an applicant requests the County to not process a request for thirty (30) days and makes this request on the 5th day after the request is submitted, the full fee would be refunded up to the 40th day after receipt of the request. If the application is withdrawn because it is determined that staff incorrectly advised the applicant to file the request, 100% of the fee will be refunded regardless of the length of time between the filing and the application dates. No portion of the application fee will be refunded under other circumstances.

PLEASE MAKE CHECKS PAYABLE TO: Treasurer of Chesterfield County

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